

**CITY OF NEWARK  
DELAWARE  
COUNCIL MEETING AGENDA**

**August 28, 2023 – 7:00 P.M. – Council Chambers**

Per the hybrid meeting provisions as provided in 29 Del. C. §10006A, City Council will be meeting in person with remote access via Microsoft Teams at the following link: <https://tinyurl.com/City-Council-Meeting08282023>

New to Microsoft Teams? Click on the link above and click on “Continue in this Browser” to enter the meeting.

Public comments may be submitted on the items on the agenda via email to [council@newark.de.us](mailto:council@newark.de.us) by 6:00 p.m. All public comments received will be read into the record at the meeting. Attendees may also alert the City Secretary that they wish to speak at the appropriate time by using the raise hand function in Microsoft Teams or by submitting their name, district and/or address, and agenda item on which they would like to comment via the Microsoft Teams chat function during the meeting.

**There may be a vote on each and every agenda item set forth herein.**

**SILENT MEDITATION & PLEDGE OF ALLEGIANCE**

**\*1 PUBLIC PRESENTATION: (15-minute limit):** None

**2. ITEMS NOT ON PUBLISHED AGENDA:**

- A. Elected Officials who represent City of Newark residents or utility customers (2 minutes)
- B. University
  - (1) Administration (5 minutes per speaker) (5 minutes)
  - (2) Student Body Representative(s) (5 minutes per speaker)
- C. City Manager (10 minutes)
- D. Council Members (5 minutes)
- E. Public (5 minutes per speaker)

**PUBLIC COMMENT** – Public comment is a time for individuals to speak before Council. Individuals are limited to three minutes each in public comment for items not on the published agenda. Individuals also are limited to three minutes per agenda topic for items on the published agenda that are open to public comment with the exception of public presentations which shall have one minute each for public comment. These time limits may be extended by the chair upon the request of a Council member. Individuals wishing to make public comment in either category should sign in on the list provided at the entrance of the Council chamber prior to the start of the meeting. At the appropriate time, individuals who have signed up for public comment will be called forward to the podium by the chair of the meeting to speak. Thereafter other members of the public may request to be recognized by the chair. Individuals should approach the podium, state their name and information about their residence (address or council district and/or non-City of Newark residents), and commence with their comments. Please be sure to speak into the microphone so your comments are recorded. Once you have completed your comments, please be seated. If you choose to cede your time for public comment to another audience member, you must be present in order to do so. Please be courteous to those who are speaking during public comment by refraining from commenting from the audience while others are speaking. Council may or may not answer questions during public comment. Public comments may also be submitted on the items on the agenda via email to [council@newark.de.us](mailto:council@newark.de.us) by 6:00 p.m. All public comments received will be read into the record at the meeting.

**3. APPROVAL OF CONSENT AGENDA: (1 minute)**

- A. [Approval of Council Meeting Minutes – August 14, 2023](#)
- B. [Receipt of Planning Commission Minutes – July 5, 2023](#)
- C. [First Reading Bill 23-16 – An Ordinance Amending Chapter 7, Building, and Chapter 14, Fire Safety, Code of the City of Newark, Delaware, By Creating a Volunteer Fire Service Assistance Fund and Associated Building Permit Surcharge – Second Reading – September 11, 2023](#)

**CONSENT AGENDA** – The Consent Agenda is comprised of proposed ordinances on for First Reading and those items that are considered routine and non-controversial and will be acted upon by a single vote of the Council. There shall be no separate discussion of proposed ordinances on for First Reading. For the remaining items, there will be no separate discussion unless a member of Council requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item at that Council Meeting.

**\*4. APPOINTMENTS TO BOARDS, COMMITTEES AND COMMISSIONS:**

**5. ITEMS NOT FINISHED AT PREVIOUS MEETING:** None

**\*6. SPECIAL DEPARTMENTAL REPORTS:**

- A. [Appointment of Deputy City Secretary – Diana Reed – City Secretary \(5 minutes\)](#)

- B. [FY2024 Parks and Recreation Budget Presentation – Parks and Recreation Director \(30 minutes\)](#)
- C. [FY2024 Administration Department Budget Presentation – City Manager \(30 minutes\)](#)
- D. [FY2024 Planning and Development Budget Presentation – Planning and Development Director \(60 minutes\)](#)

**\*7. FINANCIAL STATEMENT:** None

**\*8. RECOMMENDATIONS ON CONTRACTS & BIDS OVER CONSENT AGENDA LIMIT:**

- A. [Recommendation to Award Contract 23-11 - Police Vehicle Equipment Procurement and Upfitting – NPD/Chief Procurement & Projects Officer – \(10 minutes\)](#)

**\*9. ORDINANCES FOR SECOND READING & PUBLIC HEARING:**

- A. [Bill 23-13 – An Ordinance Amending Chapter 32, Zoning, Code of the City of Newark, Delaware, By Amending the Parking Standard Categorization of Automobile Fueling/Service Stations and Retail Food Stores – Planning & Development Director \(15 minutes\)](#)
- B. [Bill 23-14 – An Ordinance Amending the Comprehensive Development Plan 2.0 By Permitting Institutional Uses Such as Public and Private Schools, Churches and Fire and Police Stations and Retail Food Stores – Planning & Development Director \*\(See 9B&9C\)\* \(20 minutes\)](#)
- C. [Bill 23-15 – An Ordinance Amending Chapter 32, Zoning, Code of the City of Newark, Delaware, By Permitting Institutional Uses Such as Public and Private Schools, Churches and Fire and Police Stations in Industrial Districts with a Special Use Permit – Planning & Development Director \*\(See 9B\)\*](#)

**\*10. RECOMMENDATIONS FROM THE PLANNING COMMISSION AND/OR PLANNING & DEVELOPMENT DEPARTMENT:**

- A. [Request of CD Union, LLC., on behalf of Kakure Bistro, for a Special Use Permit to Allow the Sale of Alcoholic Beverages for Consumption on the Premises at Kakure Bistro Located at 165 East Main Street – Planning and Development Director \(20 minutes\)](#)

**\*OPEN FOR PUBLIC COMMENT**

**Agenda Posted – August 21, 2023**

Attest:

Sworn by:

\_\_\_\_\_  
City Secretary

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
(Seal)